

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 107  
JUNE 19, 2013 – WORK SESSIONS**

**Public Works  
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 19, 2013, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Kelly Emerson, Chair  
Helen Price Johnson, Member  
Jill Johnson, Member - Excused

**Staff:** Pam Dill

**Staff Present:** Bill Oakes, Director, Joantha Guthrie, Steve Marx,

**Others Present:** Elaine Marlow, Budget Director

Record @ 00:15

**Add-on**

**Subject/Description:** Update on Driftwood Way slide

**Attachment:** none

**Information:** Bill Oakes informed the Board that the Washington State Department of Natural Resources has released \$200,000 for additional geotechnical evaluation of the Driftwood Way landslide. A Supplemental Agreement with GeoEngineers, Inc. will include the installation of additional soil borings to better understand the geology of the Driftwood Way landslide.

**Follow up:** Okay with full Board to move the Supplemental Agreement with GeoEngineers, Inc. forward to Monday's agenda.

**Public Works/DEM**

**Subject/Description:** Snohomish County Homeland Security Grant Agreement: E13-152

**Attachment:** Memo & Homeland Security Grant Agreement E13-152

**Action Requested:** Approval of Homeland Security Grant Agreement E13-152 to provide planning, organization, equipment, training and exercise needs that prevent, protect against, mitigate, respond to, and recover from acts of terrorism and other catastrophic events. Amount: \$29,461.00.

**Follow Up:** Okay with Board to move forward to a Monday agenda.

**Subject/Description:** Operation Stone Garden – Homeland Security Grant E13-237

**Attachment:** Memo & Draft Homeland Security Grant E13-237

**Action Requested:** Approval of Homeland Security Grant Agreement E13-237; Utilization of OPSG funding to conduct enhanced law enforcement marine patrols. The Sheriff's office confirmed that the majority of the grant will be spent to replace the aging pickup truck used to launch the department's boat. Amount: \$97,000.00.

Amount: \$97,000.00.

**Follow Up:** Okay with Board to move forward to a Monday regular agenda.

**Public Works**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 108  
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**Subject/Description:** 2014-2019 Transportation Improvement Plan (TIP) & Capital Improvement Plan (CIP) Requested Projects

**Attachment:** none

**Discussion:** Annually Public Works sends out a notice requesting input to the 6 Year Transportation Improvement Program. The suggestions are then evaluated and prioritized during the preparation of the TIP & CIP.

Suggested Projects:

Port of South Whidbey/EDC – Improvements to Crawford Road for better access to the industrial area. *(Recommend including a feasibility study for Crawford Road in the next TIP.)*

Island Transit - Public Works annually receives a letter from Island Transit requesting pullouts. *(Public Works reviews request to see if the pullouts coincide with active road projects.)*

Clinton Community Council Trails Committee – Midvale Trail and Clinton to Langley Trail *(Recommend pursuing Feasibility Studies)*

Whidbey Island Area Fair - RV Campground enhancement and Master Plan *(Recommended not including either project. Fair Association is in the process of conducting a Strategic Plan for the Island County Fair property.)*

**Roads**

**Subject/Description:** Call for Bids – Zylstra Road/Hastie Lake Road Intersection Improvement Project – CRP 09-06; WO 458; Fed Aid No. HSIP-2015(077)

**Attachment:** Memorandum dated 6/11/13 from Joe Araucto to BOCC

**Action Requested:** Resolution approving Plans & Specifications and Authorizing Call for Bids for Hastie Lake Road/Zylstra Road Intersection Improvements; CRP 09-06

**Follow Up:** Okay with full Board to move resolution forward to a Monday agenda.

**Subject/Description:** Call for Bids for Two (2) Self Propelled Sweepers

**Attachment:** Memo, Bid Specifications & Bid Proposal

**Action Requested:** Resolution approving Specifications and authorizing Call for Bids for two (2) Self-Propelled Sweepers.

**Follow Up:** Okay with full Board to move resolution forward to a Monday agenda.

**Human Resources  
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 19, 2013 at 9:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Kelly Emerson, Chair  
Helen Price Johnson, Member  
Jill Johnson, Member - Excused

**Staff:** Pam Dill

**Staff Present:** Melanie Bacon, Human Resource Director

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**Others Present:** Elaine Marlow, Budget Director

Record @ 46:42

**Subject/Description:** Job Requisition

**Attachment:**

**Action Requested:**

**District Court**

- Court Clerk, Replacement, C-7 #053/13- Postponed

**Subject/Description:** Employment Contract – Director, Planning and Community Development

**Attachment:** contract

**Action Requested:** Approval of Employment Contract for David L. Wechner, Director Planning and Community Development

**Follow up:** Okay with Board to move forward to Monday's regular agenda.

**Subject/Description:** June WCIF Board Meeting update

**Attachment:** yes

**Information:** Melanie Bacon briefed the Board on the June WCIF meeting on the Affordable Care Act Challenges and Opportunities.

Melanie requested, and the Board approved, Island County sponsoring a free onsite biometric screening clinic in conjunction with the WCIF Wellness program. This year WCIF will pay for the cost of the clinic and participating spouses are also eligible for the wellness credit and can attend the free biometric screening clinic.

**Planning & Community Development  
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 19, 2013 at 10:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Kelly Emerson, Chair                      **Staff:** Pam Dill  
                                 Helen Price Johnson, Member  
                                 Jill Johnson, Member - Excused

**Staff Present:** Andy Griffin, Paula Bradshaw, Brad Johnson, Will Simpson

**Others Present:** Elaine Marlow, Budget Director

Record @ 01:08:29

**Subject/Description:** Update on the Fish & Wildlife Habitat Conservation Area consultant selection RFP process

**Attachment:** none

**Information:** Completed the RFP process and selected the Watershed Company of Kirkland, Washington. They are currently in the process of negotiating the contract.

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**Subject/Description:** PLP 272/06 Final approval

**Attachment:** yes

**Action Requested:** Applicants Helen Chen and Perri Dong are seeking final approval on the proposed subdivision “Plat of Hidden View”. Staff has reviewed the final plat map and found it complies with the Final Order and Decision issued by the Island County Hearing Examiner on January 24, 2007.

**Follow up:** Okay with Board to move forward to Monday’s agenda.

**Subject/Description:** Progress of the 2016 Periodic Comprehensive Plan update

**Attachment:** PowerPoint

**Information:** Staff provided a PowerPoint presentation on their research associated with Island County population trends and the next steps before selecting an OFM population for Island County.

**Follow up:** Presentation to the Planning Commission on June 25, 2013 for their review. Staff will then prepare an Issue Paper in support of their population projection recommendation.

**Monthly Financial Reports  
From Auditor & Treasurer  
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, June 19, 2013, at 10:40 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

<b>County Commissioners:</b> Kelly Emerson, Chair Helen Price Johnson, Member Jill Johnson, Member - Excused	<b>Staff:</b> Pam Dill
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Record @ 01:42:30

**Present:** Toni Lam, Anne LaCour

**Others Present:** Elaine Marlow, Budget Director

**Subject:** Monthly Financial Report

**Attachment:** [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASUER](#)

**Health Department  
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 19, 2013, at 11:00 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

<b>County Commissioners:</b> Kelly Emerson, Chair Helen Price Johnson, Member Jill Johnson, Member – Excused	<b>Staff:</b> Pam Dill
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**Staff Present:** Bill Roberts, Karen Dubose

**Others Present:** Elaine Marlow, Budget Director

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Record @ 02:01:02

**Add-on**

**Subject/Description:** Waiver from ICC 2.01.078

**Attachment:** none

**Action Requested:** Bill Roberts requested approval of a waiver from ICC 2.01.078 to provide refreshments at a meeting on June 20<sup>th</sup> with 42 industry professionals. Amount: \$300.00.

**Follow up:** *Commissioner Price Johnson moved to approve the waiver. The motion was seconded by Commissioner Emerson and carried unanimously.*

**Environmental Health**

**Subject/Description:** Burn Permits

**Attachment:**

**Action Requested:** Postponed.

**Subject/Description:** Interlocal Agreement between Whidbey Island Conservation District and Island County Public Health for Livestock water quality Survey for Maxwellton Watershed and Farm Plan

**Attachment:** yes

**Action Requested:** Approval of Agreement No. HD-09-2013; Contract Period: May 1, 2013 – December 1, 2014; Amount: \$13,000.00.

**Follow up:** Okay with Board to move forward to a Monday agenda.

**Subject/Description:** Interlocal Agreement between Snohomish Conservation District and Island County Public Health for Livestock water quality survey within Triangle Cove Watershed and Farm Plan

**Attachment:** yes

**Action Requested:** Approval of Agreement No. HD-10-2013; Contract Period: May 1, 2013 – December 1, 2014; Amount: \$29,000.00

**Follow up:** Okay with Board to move forward to a Monday agenda.

**Commissioners Agenda  
Summary Minutes**

The County Commissioners met during Work Session on Wednesday, June 19, 2013 at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

<b>County Commissioners:</b>	<b>Kelly Emerson, Chair</b>	<b>Staff: Pam Dill</b>
	<b>Helen Price Johnson, Member</b>	
	<b>Jill Johnson, Member - Excused</b>	

**Others Present:** Elaine Marlow, Budget Director, Don Mason, Mary Engle, Tony Lam

Record @ 2:09:40

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 112  
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**Subject/Description:** ICC 2.50.030 – BOC Appeal Period – Changing appeal period from 30 to 60 days

**Attachments:** ICC Chapter 2.50

**Action Requested:** Commissioner Emerson read into the record comments from a constituent in favor of changing the appeal period from 30 to 60 days.

Mary Engle, Assessor and Tony Lam, on behalf of Ana Maria d Nunez, Treasurer, spoke against the change in the appeal period.

Elaine Marlow noted that GSA staff recommends staying with the 30 day appeal period.

**Follow up:** No changes were made to ICC 2.50.030.

**Subject/Description:** Historical Preservation Grant

**Attachments:** contract

**Action Requested:** Historical Preservation Grant with the Island County Historical Society for Collection and Preservation of Historical Photographs and Artifacts. Fees authorized under RCW 36.22.170(1)(a) funds this contract and can only be spent on historical preservation activities.

Amount: \$8,000.00.

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Budget Director/GSA/IT  
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, June 19, 2013, at 11:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Kelly Emerson, Chair  
Helen Price Johnson, Member  
Jill Johnson, Member – Excused

**Staff:** Pam Dill

**Staff Present:** Elaine Marlow, Budget Director

**Other Staff Present:** Sheilah Crider

Record @ 2:40:35

**Subject/Description:** FVAP Grant for elections and joining a coalition of counties to acquire the service

**Attachments:** yes

**Action Requested:** Approval to apply for Federal Voting Assistance Program (FVAP) grant funds for an online ballot delivery system for military and overseas voters. Funding is available for 4 years, 2014-2018.

**Follow up:** Okay with Board to move forward with the grant application process.

**Subject/Description:** Henry Hollow Project – Amendment to Project Agreement & Deed of Right to Use Lane for Conservation Purposes

**Attachments:** yes

**Action Requested:** Approval of amendment to Project Agreement and Deed of Right to Use Land for Conservation purposes for Westside Camano Acquisition (Henry Hollow Property). The property was purchased in 2008 by a combination of an Aquatic Lands Enhancement

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Account Grant, state legislature funding and Island County Conservation Futures Funds. This Deed of Right is a requirement of the grant. Amount: \$0.00.

**Follow up:** Okay with Board to move forward to Monday's agenda.

**EXECUTIVE SESSION ANNOUNCED**

At 12:00 p.m. Commissioner Emerson announced the Board would recess then meet in Executive Session at 3:00 p.m. as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session would take place in the Administration Building, Human Resources Conference Room, and was expected to last approximately 30 minutes with no announcement anticipated.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

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Kelly Emerson, Chair

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Helen Price Johnson, Member

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Jill Johnson, Member

ATTEST:

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Elaine Marlow, Clerk of the Board